



State Officer Candidate Application Process

APPLICATION PROCESS:

The application and supporting documents must be submitted through the on-line application by **February 10, 2019**. ***No mailed, faxed or emailed application will be accepted.***

- All SC HOSA officer candidates and elected state officers must be active members of their local HOSA chapter.
- All officer candidates must be enrolled in a course in the Health Science Career Cluster.
- Officers and candidates must have scholastic average of "B" or above for the two previous completed semesters prior to state conference. Failure of elected officers to maintain grade requirements will result in an evaluation by the SC HOSA, Inc., Board of Directors to determine eligibility to continue.
- Applicants will be notified of the interview schedule with the nominating committee.
- All candidates are expected to attend the state leadership conference and deliver a campaign statement during the opening session.
- Officer candidates' knowledge of HOSA will be evaluated with an officer test the day of the interview. A [sample test](#) and the [test key](#) are included on the SC HOSA web site under the [student tab](#).
- Officers will abide by SC HOSA Code of Conduct throughout the school year or risk being released from their office.
- Officers and officer candidates must follow the [dress code required](#) for specific functions.
- All other supporting documents can be found on the [SCHOSA.org](#) website.



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The below items **MUST** be included as part of the officer application and uploaded in the on-line application, where indicated by **February 10, 2019**. If items require a signature, you must print the form, get the appropriate signature(s), scan and upload where indicated.

All fields are required when entering your on-line application. If you don't have anything to enter in a required entry, you may enter N/A or where a document upload is required, you will need to upload a document with N/A or an explanation.

- [Officer Candidate Pre-Screening Form](#)
 - This form can be emailed to schsoa1@sc_rr.com by your advisor.
 - When emailing this document, please ensure your advisor includes their name and contact phone number.
- [Letter of Commitment](#)
- [State Officer Code of Conduct](#)
- Parental Permission
- SC HOSA Officer [Dress Code/Travel Policy/Travel Rubric Form](#) (include all three pages).
- Transcript of grades
- Personal Statement: One to two paragraphs; **typed**, double-spaced, Arial or Verdana and size 12 font. Topic: "How I plan to contribute if elected as a SC HOSA State Officer?"
- **YouTube Video** (this is the only format that will be accepted), maximum of 3 minutes. Your HOSA story and why you want to be an officer.
- Two reference letters. One being your school advisor, and the other being a non-relative that can vouch for your dependability and dedication. Reference letters **MUST be signed**.
 - Letters may be emailed to schsoa1@sc_rr.com by the reference writer.
 - When emailing these documents, please ensure the person completing the reference letters, include their name, contact phone number and signature.
- Photo (headshot), color or black and white is acceptable.
- Resume: Your one-page resume must include the below information but is not limited to only those topics.
 - Number of Years You Have Been in HOSA
 - SC HOSA Achievements: i.e. Offices Held
 - Other Achievements: i.e. Honors, Awards, and Offices Held in Other Organizations

Any questions regarding the SC HOSA scholarship process should contact:
Angel Clark, SC HOSA State Advisor, aclark@ed.sc.gov

Good Luck!